

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
June 20, 2012
8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Kathleen Ward, Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:35 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Eddy and seconded by Ms Ward to accept the minutes of the May 17, 2012 Regular Meeting. Motion approved unanimously.

A motion was made by Mr. Simonsen and seconded by Ms Ward to accept the Executive Session notes of the May 17, 2012 Regular Meeting. Motion approved unanimously.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to accept the minutes of the June 6, 2012 Emergency Meeting. Motion approved. Ms Hall and Ms Ward abstained.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to accept the Executive Session notes of the June 6, 2012 Emergency Meeting. Motion approved. Ms Hall and Ms Ward abstained.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

Response was received from Miguel Fontanez, Director, Housing Voucher Financial Management Division to letter sent by Board regarding financing of the voucher program. There was no new information in the response that was not already known by Housing Authority. Mr. Simonsen suggested that we respond and copy NAHRO. Included with the NAHRO letter should be a copy of the original letter and Mr. Fontanez's response.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Ms Ward to approve the May bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Ms Ward to approve the April Financial. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the May Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr Eddy was unable to report because June's meeting was scheduled for tomorrow.

Dog Excrement Policy

A Policy Committee meeting needs to be set up. Ms Fields reported no new update. Ms Fields will try to set up a meeting next month.

General Reports

Mr. Eddy reported that the filters should be cleaned on the new heat pumps. Ms Fields responded that it was planned and that a handheld vacuum would be purchased for the cleaning. Cleaning will be scheduled twice a year.

AD HOC COMMITTEE REPORTS

Affordable Housing Committee

The committee has not met. Ms Fields stated that she would like to address the Board in Executive Session.

Executive Session

Ms Fields raised several issues which are subject to privileged communications. The Chairman responded that the issues should be considered in executive session.

A motion was made by Mr. Eddy and seconded by Ms Hall to invite Ms Fields to the Executive Session and to go into Executive Session at 9:38 a.m.

The Board came out of Executive Session at 10:20 a.m.

UNFINISHED BUSINESS

Legal Updates

Ms Fields reported that all legal updates were addressed in the previous Executive Session.

Holinko Estates Site Improvement Project

Ms Fields reported that the project is almost complete.

NEW BUSINESS

Section 8 Set Aside Funds

On May 30th Ms Fields received a letter from HUD stating no Set-Aside Funds would be available. On June 4, 2012, Ms Fields sent out letters to the nine voucher holders that the vouchers were being recalled due to lack of funding. There are no vouchers outstanding. In addition, the Housing Authority is not currently absorbing vouchers from other areas.

MEETING DATE CHANGE

Ms Fields reminded the Board members that the July Regular Meeting was changed to July 12, 2012.

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:30 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson